



Perbadanan Insurans Deposit Malaysia
Protecting Your Insurance And Deposits In Malaysia

**GUIDELINES ON VALIDATION PROGRAMME:
DIFFERENTIAL PREMIUM SYSTEMS
AND TOTAL INSURED DEPOSITS**

ISSUE DATE : 31 JANUARY 2019



Perbadanan Insurans Deposit Malaysia
Protecting Your Insurance And Deposits In Malaysia

Ref No	DI/GL5-A4/2019(EAV)	Issued on	31 January 2019
TITLE	Guidelines On Validation Programme: Differential Premium Systems and Total Insured Deposits		

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SECTION 1: INTRODUCTION

BACKGROUND

- 1.1 Perbadanan Insurans Deposit Malaysia (“PIDM”) is a statutory body having authority under the Malaysia Deposit Insurance Corporation Act 2011 (“PIDM Act”). The objects of PIDM includes administering a deposit insurance system, providing insurance against the loss of part or all of deposits in a deposit-taking member (“DTM”), providing incentives for sound risk management in the financial system and to promote or contribute to the stability of the financial system.
- 1.2 One of PIDM’s functions is to assess and collect premiums from DTMs on an annual basis. The annual premium is calculated based on the amount of total insured deposits held by a DTM and the prescribed premium rate applicable to the DTM. The prescribed premium rate is based on the premium category of the DTM under the Differential Premium Systems.
- 1.3 Under the **Guidelines on the Differential Premium Systems for Deposit Insurance System (“DPS Guidelines”)** and the **Guidelines on Total Insured Deposits and Premiums (“TID Guidelines”)**, DTMs are required to submit information to PIDM which will form the basis for the determination of the annual premium payable by the DTMs. Given the importance of information integrity, a DTM’s external auditor is required to perform an independent validation on the Differential Premium Systems Quantitative Information (“DPS QI”) forms and the Return on Total Insured Deposits (“RTID”) for submission to PIDM. This is to ensure that the information provided is accurate, reflective of the financial information of a DTM for the period of assessment and in compliance with the requirements of the said Guidelines.

OBJECTIVES

- 1.4 The objectives of the **Guidelines on Validation Programme: Differential Premium Systems and Total Insured Deposits (“EA Validation Guidelines”)** are as follows:
 - (a) to provide the scope of validation programme for the DPS QI forms and RTID;
and



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- (b) to provide the Agreed-Upon Procedures for the external auditor to validate the accuracy of financial information in the DPS QI forms and RTID, for submission to PIDM.
- 1.5 The EA Validation Guidelines are effective from assessment year 2019 and shall supersede the **Guidelines on Validation Programme: Differential Premium Systems and Total Insured Deposits** issued on 4 March 2015.
- 1.6 Other relevant documents to facilitate the validation of the DPS QI forms and RTID include:
- (a) PIDM Act;
 - (b) the **Guidelines on Deposit Insurance Coverage for Deposits**;
 - (c) the **Malaysia Deposit Insurance Corporation (Differential Premium Systems in Respect of Deposit-Taking Members) Regulations 2011**;
 - (d) the **Malaysia Deposit Insurance Corporation (Disclosure Requirements For Trust Accounts And Joint Accounts) Regulations 2012**;
 - (e) the **Malaysia Deposit Insurance Corporation (Deposit Insurance Limit) Order 2011**;
 - (f) the **Malaysia Deposit Insurance Corporation (Payment of Annual Premium in Respect of Deposit-Taking Members) Order 2011**; and
 - (g) the **Malaysia Deposit Insurance Corporation (Annual Premium And First Premium in Respect of Deposit-Taking Members) Order 2011**.

LEGAL PROVISIONS

- 1.7 Section 96 of the PIDM Act provides that PIDM may examine or commission another person, to conduct the examinations of the operations of the DTM, and that the scope of audit may include the examination of:
- (a) whether proper and adequate deposit records are maintained by a DTM; or
 - (b) whether reports made by a DTM on its premiums are substantially correct.



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- 1.8 In addition, pursuant to Section 193 of the PIDM Act, any person who prepares, signs, approves or concurs in any account, statement, return, report or other document required to be submitted to PIDM that he or she knows or has reason to believe is false, or contains false or misleading information, commits an offence and shall, on conviction be punishable by fine and/or imprisonment.¹
- 1.9 Non-compliance by DTMs with any requirements of PIDM’s regulations, orders, guidelines etc. may result in a premium surcharge being imposed pursuant to Section 51 of the PIDM Act.
- 1.10 Unless expressly stated otherwise, any information or document required to be submitted to PIDM under the EA Validation Guidelines, including any letter, report, form, returns and action plan, shall be submitted online through PIDM’s portal. The original hard copy shall be kept by the DTMs.
- 1.11 A reference to a statute or other law includes regulations and other instruments under it and consolidations, amendments, re-enactments or replacements of any of them.
- 1.12 Enquiries on the **EA Validation Guidelines** may be directed to either dps@pidm.gov.my or tid@pidm.gov.my.

¹ Pursuant to Section 193 of the PIDM Act, with regards to the DPS and TID reporting and the validation programme, officers of DTMs and external auditors are also subject to this provision.



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SECTION 2: VALIDATION PROGRAMME

OVERVIEW

- 2.1 Given the importance of information integrity, the external auditor is required to perform an independent validation confirming that the information provided in the DPS QI forms and the RTID for submission to PIDM is accurate, reflective of the financial information of a DTM for the period of assessment and in compliance with the requirements of the relevant guidelines. In this respect, the senior management of a DTM shall:
- (a) provide the information that the external auditor requires; and
 - (b) be responsible for the accuracy and completeness of the information on which the external auditor is to report.
- 2.2 The senior management of a DTM together with the external auditor shall decide on the timing of the validation process and may consider the involvement of the DTM's internal audit function.
- 2.3 The requirements for reporting and submission of the DPS QI forms and RTID are set out in the following Guidelines:
- (a) **Guidelines on The Differential Premium Systems (“DPS Guidelines”)**; and
 - (b) **Guidelines on Total Insured Deposits and Premiums (“TID Guidelines”)**.
- 2.4 The validation to be performed by the external auditor shall be carried out in accordance with International Standard on Related Services (ISRS) 4400: Engagements to Perform Agreed-Upon Procedures Regarding Financial Information. Please refer to **Appendix 1** on the Validation Programme – Agreed-Upon Procedures.

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SCOPE

- 2.5 The financial information in the DPS QI forms and the RTID for the period covering **1 January to 31 December** shall form the scope of the validation.
- 2.6 As stipulated in the **DPS Guidelines**, all quantitative information in the DPS QI forms (conventional and Islamic business) are sourced from the DTM’s financial statements as at **31 December** of the preceding assessment year unless otherwise specified. The financial statements refer to the followings:

Financial Year End	Financial Statements
31 December financial year end	Annual financial statements
Non-31 December financial year end	Interim financial statements
Non-31 December financial year end and the interim reporting period does not end in December	Management accounts

- 2.7 The source of information for all quantitative information in the DPS QI forms is detailed out in the **DPS Guidelines**.
- 2.8 The source of information for the insurable deposits as reported in Part A(I) of the RTID is the statistical reporting to Bank Negara Malaysia (“BNM”) on Statement of Financial Position (Domestic) (“SOFP”). The source of information for all other items reported in the RTID will be the DTM’s General Ledger (“GL”) and other financial records.
- 2.9 The validation work procedures to be conducted by the external auditor as set out in **Appendix 1** are organised as follows:

Differential Premium Systems

- (I) Validation of DPS QI Form B against financial records;²
- (II) Validation of DPS QI Form C against internal records;³ and
- (III) Others – Change in Accounting Policy.

² The supporting financial records may comprise financial statements, regulatory reports to BNM and internal records.

³ Internal records comprise of General Ledger, Sub-Ledger or any supporting schedules/documents.

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Total Insured Deposits

- (I) Validation of Part A(I) of the RTID against SOFP; and
- (II) Validation of other items in the RTID against financial records.
 - (a) Validation of Part A(II) of the RTID;
 - (b) Validation of Part B of the RTID – Uninsurable Deposits;
 - (c) Validation of Part D of the RTID – Aggregated Insurable Deposit Balances Exceeding RM250,000;
 - (d) Payment Instructions; and
 - (e) Annual Premium.

SUBMISSION DATES OF THE INDEPENDENT VALIDATION REPORT AND DETAILED ACTION PLAN AND TIMELINE

- 2.10 The external auditor shall highlight the exceptions or issues observed and the relevant details in the external auditor’s independent validation report to PIDM. Please refer to **Appendix 2** for the sample of the independent validation report.
- 2.11 The external auditor shall submit the hard copy of the independent validation report by hand to PIDM’s office by **31 May** (or the immediately preceding working day if 31 May falls on a weekend or a public holiday in Kuala Lumpur) of each assessment year.
- 2.12 The exceptions or issues raised in the independent validation report shall be rectified by the DTM before the submission of the certified DPS QI forms and the certified RTID to PIDM.
- 2.13 For those exceptions or issues that have yet to be rectified, the DTM is required to submit to PIDM its detailed action plan(s) and timeline on how to address such exceptions or issues, by **31 July** of each assessment year (or the immediately preceding working day if 31 July falls on a weekend or a public holiday in Kuala Lumpur). Please refer to **Appendix 3** for the sample report of the DTM’s action plan and timeline.
- 2.14 All reports that require certification/signatories shall be scanned and the scanned copy must be submitted to PIDM online through PIDM’s portal.
- 2.15 Notwithstanding the scope of these **EA Validation Guidelines**, PIDM may require a DTM to be subjected to additional validation of its records and systems.



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Appendix 1

VALIDATION PROGRAMME: AGREED-UPON PROCEDURES

OBJECTIVES

- 1.1 The objectives of the agreed-upon procedures are to validate the accuracy of the recording of transactions and compilation of information in the DPS QI forms and RTID.

PLANNING

- 1.2 In preparing for the validation, prior to executing the work procedures, the following shall be conducted by the external auditor:
- (a) Obtain an understanding of the regulations, orders and guidelines issued relating to DPS and TID including those identified in paragraph 1.4 of these Guidelines, and to check against PIDM's website for any changes to the regulations, orders and Guidelines at the point of the validation, that would have an impact to the preparation, contents and submission of the DPS QI forms and RTID.
 - (b) Obtain an understanding of the applicable BNM guidelines or requirements on reporting of financial information to BNM.
 - (c) Obtain an understanding of business activities, systems, processes, policies, procedures and management controls for completing the DPS QI forms and RTID, including:
 - (i) Systems capability or other methods deployed in extracting reliable and adequate information for the preparation of the DPS QI forms and the RTID (e.g. Loan System, Deposit System, classification of deposit type, ability to distinguish eligibility of deposits as insurable and uninsurable and ability to determine aggregated insurable deposits balance exceeding RM250,000 per depositor).
 - (ii) Availability and alignment to documented operational policies and procedures pertaining to the preparation and submission of the DPS QI forms and RTID.



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- (iii) Reconciliation between Deposit System/Sub-Ledger (“SL”), General Ledger, BNM’s statistical reports, Annual Financial Statements, Interim Financial Statements, Management Accounts or other relevant reports as at 31 December.
- (iv) Review and approval process by a DTM over the preparation of the DPS QI forms and RTID.



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DIFFERENTIAL PREMIUM SYSTEMS

Both conventional and Islamic DTMs are required to prepare and submit the quantitative information using these pre-formatted DPS QI forms for the purpose of computation and determination of DPS score and premium category for each assessment year.

No alterations or amendments are allowed to be made to the DPS QI forms.

(I) Validation of Quantitative Information – DPS QI Form B

In reporting the quantitative information in the DPS QI forms, DTMs are required to observe the general requirements specified in the **DPS Guidelines**.

The source of information for DPS QI Form B are as follows:

- (a) Annual financial statements/Interim financial statements/Management accounts validated by the external auditor;
- (b) Regulatory reporting to BNM under the Capital Adequacy Framework;
- (c) Regulatory reporting to BNM under the Liquidity Coverage Ratio; and
- (d) Internal records.

Work Programme

- (1) Obtain the supporting financial records used for the reporting of items in the DPS QI Form B. Where items were sourced from the regulatory reports submitted to BNM, determine that the amount reported in the DPS QI Form B were based on the DTM's latest updated submission to BNM for the position as at 31 December of the preceding assessment year.
- (2) Compare the amount reported in DPS QI Form B against the balances from the supporting financial records.

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- (3) Where the item 'risk-weighted assets' was sourced from the regulatory reports submitted to BNM, determine the consistency of the reported amount with the amount used in the computation of total capital ratio in the DTM's financial statements.

Highlight any exceptions, including the DTM's comments, in the independent validation report.

(II) Validation of Quantitative Information – DPS QI Form C

For the 'Loan/Financing Concentration Profile' indicator, the source of information is the DTM's internal records. The list of applicable sectors for the indicator are provided in the **DPS Guidelines**. The definition of each sector follows BNM's sectoral definition. Some adjustments were made to the sectoral classification as elaborated in the **DPS Guidelines**.

The total loans/financing for this indicator refers to a DTM's total loans/financing outstanding in the domestic operations (excludes loans/financing that reside in overseas branches).

Work Programme

- (1) Obtain the internal records used for the reporting of loans/financing by sector in DPS QI Form C.
- (2) Compare the amount for the item 'total loans/financing' (domestic operations) from the internal records against the DTM's General Ledger/Sub-Ledger. If there are differences in the comparison data, request for reconciliations and report the reconciliations in the independent validation report.
- (3) Compare the amount for each loans/financing by sector in DPS QI Form C against the internal records.

Highlight any exceptions, including the DTM's comments, in the independent validation report.



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(III) Others – Change in Accounting Policy (applicable for DTMs with non 31 December Financial Year End)

The objective of this validation is to ascertain that the reporting in the DPS QI forms addresses the adoption of new accounting policies or changes in accounting policies (which may arise from new applicable accounting standards, BNM's guidelines or changes in business operations).

Work Programme

- (1) Check that the computations of prior year adjustments, if any, arising from the adoption of the new accounting policies are correct. If differences are observed, a DTM should re-work the computations accordingly.
- (2) Check that the correct cut-offs and accruals of incomes and expenses are included for the calendar year end 31 December.
- (3) Check that the restated results of the previous years are used in the DPS QI forms.

Highlight any exceptions, including the DTM's comments, in the independent validation report.

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TOTAL INSURED DEPOSITS

A DTM is required to use the pre-formatted RTID templates provided by PIDM for reporting of the total insured deposits.

The information provided in the RTID shall be based on a DTM's deposit information as at **31 December** of the preceding assessment year.

Reporting in the RTID shall be rounded up to the nearest ringgit value without any decimal point.

(I) PART A (I) of the RTID

(a) Validation of Part A (I) of the RTID

For Part A (I) of the RTID, a DTM is required to report insurable deposits based on the specific items extracted from the SOFP.

Work Programme

- (1) Obtain the internal records that supports the reporting of the specific items in the SOFP.
- (2) Where applicable, compare that the total composition of the deposit Sub-Ledger agrees to the General Ledger.
- (3) Verify that the specific items reported in the SOFP are in accordance with BNM's requirements.
- (4) Compare the amount reported for the specific items in the SOFP against the balances from the internal records.
- (5) Compare the amount of each of the items reported in Part A (I) of the RTID against the specific items reported in the SOFP.

Highlight any exceptions, including the DTM's comments, in the independent validation report.

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(II) Other items in RTID

(a) Validation of Part A (II) of the RTID

For Part A (II) of the RTID, a DTM is required to report any other deposits which are insurable but were not included as part of the reporting under the 'Deposits Accepted' in the SOFP.

Work Programme

- (1) Obtain the internal records that supports the reporting of Part A (II) of the RTID.
- (2) Compare the amount reported in Part A (II) of the RTID against the balance from the internal records.

Highlight any exceptions, including the DTM's comments, in the independent validation report.

(b) Validation of Part B of the RTID – Uninsurable Deposits

The uninsurable portion of insurable deposits refers to deposits that do not meet PIDM's insurability criteria. Items that required adjustments under the 'Uninsurable portion of Insurable Deposits' of Part B of the RTID are elaborated in the TID Guidelines.

Work Programme

- (1) Obtain the internal records that supports the reporting of items in Part B of the RTID.
- (2) Where applicable, compare the amount for the relevant items from the internal records against the relevant General Ledger/Sub-Ledger to ascertain the completeness of the schedule/documents.
- (3) Compare the amount of each of the items reported in Part B of the RTID against the balances from the internal records.

Highlight any exceptions, including the DTM's comments, in the independent validation report.

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(c) Validation of Part D of the RTID – Aggregated Insurable Deposit Balances Exceeding RM250,000

The deposit insurance limit has been set at RM250,000 inclusive of principal and interest/return and applied in aggregate per depositor per DTM. In calculating the total insured deposits, a DTM is required to exclude the aggregated insurable deposit balances exceeding RM250,000. The steps to derive the aggregated insurable deposit balances exceeding RM250,000 for each depositor is outlined in the **TID Guidelines**.

Insurable deposits are segregated based on seven account types as follows:

- (i) Individual Person (individual account owned by individual natural person);
- (ii) Individual Joint (joint account owned by individual natural person);
- (iii) Individual Trust (trust account owned by individual natural person);
- (iv) Business – Sole Proprietorship;
- (v) Business – Partnership;
- (vi) Non-Individual Person (account owned by non-individual person such as companies (Berhad/Sendirian Berhad), corporation, societies, government, etc. other than sole proprietorship and partnership); and
- (vii) Non-Individual Trust (trust account owned by non-individual person such as legal firm, etc.).

Each of the depositors can be identified as follows:

- (i) Individuals - by identification card number or passport number; and
- (ii) Business, Government bodies and Others - by business registration number.

Work Programme

- (1) Obtain the internal records that supports the reporting of Part D of the RTID.
- (2) Compare the amount reported in Part D of the RTID against the ‘Aggregated Insurable Deposit Balance Exceeding RM250,000’ amount from the internal records.
- (3) Select 20 random samples of depositors from each of the seven deposit account types.

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- (4) For each of the depositors selected, check that the DTM has identified all types of insurable deposits owned or held by the depositor.
- (5) Check that the insurable deposit balance for each of the deposit type held by the depositor is based on the calculation as follows:

$$\text{Insurable Deposit Balance} = \text{Available Balance}^* + \text{Accrued Interest/Return} + \text{Bills Payable}$$

- (6) Check that for each depositor, the insurable deposit balance of all the insurable deposit types are aggregated in accordance with PIDM's scope of coverage as set out in the **TID Guidelines**.
- (7) Check that for each depositor, the deposit insurance limit is capped at RM250,000.
- (8) Where a depositor's account balance includes a trust account beneficiary balance, check that a DTM has provided a separate coverage for the depositor being the beneficiary of the trust account from the depositor's other aggregated deposit accounts (e.g. savings and demand accounts).

Highlight any exceptions, including the DTM's comments, in the independent validation report.

(d) Payment Instructions

In determining the insurable deposit balance for each of the deposit type held by each depositor, adjustments related to payment instructions pending settlement are required to be made as explained in the **TID Guidelines**.

Work Programme

- (1) Obtain the internal records related to payment instructions pending settlement.
- (2) Compare the amount for the relevant items from the internal records against the relevant General Ledger/Sub-Ledger to ascertain the completeness of the schedule/documents.



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- (3) Select 50 random samples from the listing of payment instructions pending settlement.
- (4) For each of the items selected, check the classifications of these payment instructions against the source documentation (e.g. bank draft transaction slip, etc.) to ascertain the accuracy of the classifications.
- (5) Check that the depositors are identifiable based on the mode of identification as prescribed in the **TID Guidelines**.
- (6) For these samples, check that a DTM compiles correctly, the insurable inclusions and aggregation of insurable deposit balances up to RM250,000.

Highlight any exceptions, including the DTM's comments, in the independent validation report.

(e) Annual Premium

Work Programme

Check that the correct premium category has been entered in calculating the total premium payable.



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Appendix 2

EXTERNAL AUDITOR'S INDEPENDENT VALIDATION REPORT

Date

Perbadanan Insurans Deposit Malaysia
[Address]

Dear Sirs,

[DTM's NAME]

AGREED-UPON PROCEDURES REPORT ON DPS QUANTITATIVE INFORMATION FORMS AND RTID TO PERBADANAN INSURANS DEPOSIT MALAYSIA ("PIDM")

1. We are the independent auditors with respect to **[DTM's Name]** in accordance with the standards established by the Malaysian Institute of Accountants.
2. We have not audited the financial statements of **[DTM's Name]** as of any date or for any period subsequent to **[last audited balance sheet date]**. The purpose (and thereafter the scope) of our audit for the year ended **[last audited balance sheet date]** was to enable us to express our opinion on the financial statements of **[DTM's Name]** and its subsidiaries (the Group) and the Bank as of **[last audited balance sheet date]**, and for the year then ended, but not on the financial statements for any interim period after that year. Therefore, we are unable to and do not express any opinion on the unaudited financial statements at any date or for period subsequent to **[last audited balance sheet date]**.
3. Our audits of the financial statements for the year referred above comprised audit tests and procedures deemed necessary for the purpose of expressing an opinion on such financial statements taken as a whole. For none of the periods referred therein, or any other period did we perform audit tests for the purpose of expressing an opinion on individual balances of accounts or summaries of selected transactions such as those enumerated in the accompanying appendices and accordingly, we do not express an opinion thereon.
4. We have performed the procedures as set out in the work programme in Appendix 1 of the Guidelines on Validation Programme: Differential Premium Systems and Total Insured Deposits ("Guidelines") with respect to the information in the Differential Premium Systems Quantitative Information ("DPS QI") forms and Return on Total Insured Deposits ("RTID") of **[DTM's Name]** for the period 1 January to 31 December **[year]**, set forth in the accompanying appendices. Our engagement was conducted in accordance with International Standard on Related Services (ISRS) 4400 "Engagements to Perform Agreed-Upon Procedures Regarding Financial Information" issued by the Malaysia Institute of Accountants, applicable to Agreed-Upon Procedures engagements. The procedures were performed solely to assist you in evaluating the information in the DPS QI forms and RTID of **[DTM's Name]** as compared to the financial records of **[DTM's Name]** of the same date.



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5. Based on the procedures as enumerated in Appendix 1 of the Guidelines,
 - (i) We have no exception to report; or
 - (ii) We report to you by way of exceptions and these are detailed in **Attachment 1**.
6. This report records the Agreed-Upon Procedures work on the above as agreed in our terms of reference dated **[dd/mm/yyyy]**. Our Agreed-Upon Procedures work is limited solely to those procedures set out in the Appendix 1 of the Guidelines.
7. The procedures that we performed do not constitute either an audit or a review made in accordance with Approved Standards on Auditing in Malaysia and, consequently we do not express any assurance on the information in the DPS QI forms and RTID of **[DTM's Name]** for the period 1 January to 31 December **[year]**.
8. Had we performed additional procedures or had we performed an audit or review of the financial statements in accordance with Approved Standards on Auditing in Malaysia, other matters might have come to our attention that would have been reported to you.
9. It should be understood that we make no representations as to questions of legal interpretation or as to the sufficiency for your purposes of the procedures enumerated in accompanying appendices; also, such procedures would not necessarily reveal any material misstatement of the information identified in the DPS QI forms and RTID. Further, we have addressed ourselves solely to the foregoing data as set forth in the DPS QI forms and RTID and make no representations as to the adequacy of disclosure or as to whether any material facts have been omitted.
10. Our report is solely for the purpose of **[DTM's Name]**'s submission to PIDM in relation to the DPS QI forms and RTID submitted to PIDM and is not to be used for any other purpose or to be relied upon by any other parties. This report relates only to the items specified above and does not extend to any financial statements of **[DTM's Name]** taken as a whole.

Yours faithfully,

Name of audit firm
(No. AF: XXXX)
Chartered Accountants

cc:
The Board of Directors
[DTM's Name]
[Address]

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Based on the procedures as enumerated in **Section 4**, we report our findings as follows:

Exceptions in DPS quantitative information, without correction in the submission

Work programme Reference Number	Exceptions/ Findings	Balance as per DPS QI	Balance as per Source Document	Differences	Criteria in DPS QI	Ratio as reported in DPS QI	Ratio if adjusted	Score as reported in DPS QI	Score if adjusted	Management's Comments

Based on the procedures as enumerated in **Section 4**, we report our findings as follows:

Exceptions in RTID, without corrections in the submission

Work programme Reference Number	Exceptions/ Findings	Balance as per RTID	Balance as per SFP(D) Part A (I) only	Balance as per Source Document	Differences	Estimated Impact to Premiums			Management's Comments
						No Change	Overpaid	Underpaid	



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Protecting Your Insurance And Deposits In Malaysia

Ref No	DI/GL5-A4/2019(EAV)	Issued on	31 January 2019
TITLE	Guidelines On Validation Programme: Differential Premium Systems and Total Insured Deposits		

Appendix 3

SAMPLE REPORT ON DTM'S ACTION PLAN AND TIMELINE

[DTM's Name]: Action plan and timeline to rectify the exception/ finding

A. DPS

Item	Exception / Finding Noted	Action Plan	Timeline for Rectification

B. Total Insured Deposits

Item	Exception / Finding Noted	Action Plan	Timeline for Rectification

Name :
Designation :
Date: [dd/mm/yyyy]